Volume

13

Expedient User Manual – Container Management

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CONTAINER MANAGEMENT INTRODUCTION

EXpedient software contains the Container Management System (CMS) which has been designed to assist both end users and management in their daily tasks of tracking containers, handling general container enquiries from customers and early detection of possible demurrage expenses.

The Container Management System tracks a container through its life from pre-advice or job registration until it is finally Dehired or re-booked for an export.

The additional features are designed to save the end user time by eliminating the requirement for data input. This is available for service providers such as carriers or your client themselves to feed information directly into the CMS, whilst being monitored via your own Container Management team.

There two modules available for the Container Management System. The two modules are for Customs Containers and also Freight Forwarding Containers.

Container Management Process

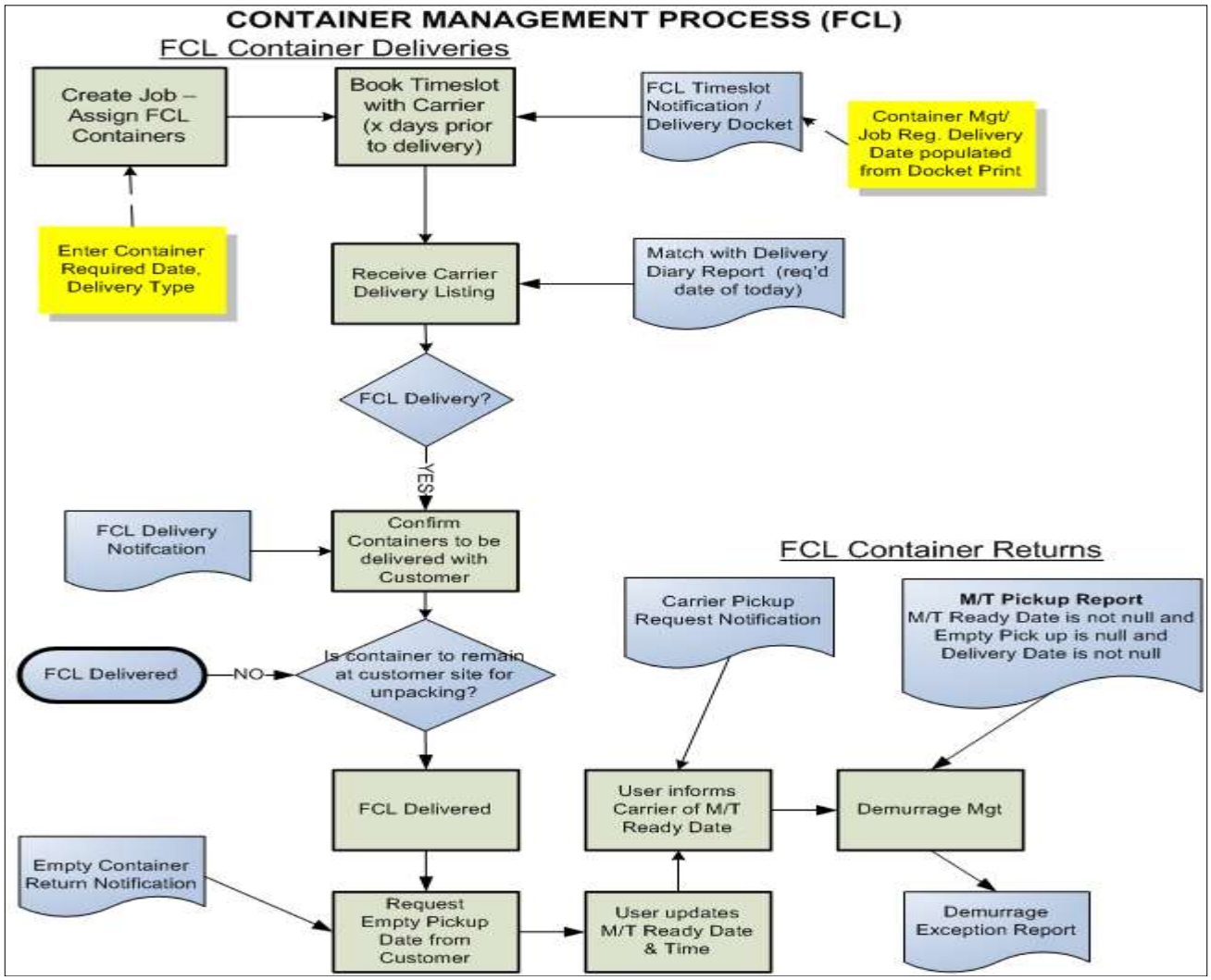
Expedient automatically sweeps for data at set intervals during the day to look for new data to either add or update information in the Container Management System. This can be setup to run at any time of the day, however we recommend a minimum of once and maximum of 3 times per day.

The Container Management System is triggered on when a sea freight job is registered. The automatic process will look for all jobs registered within the last 45 days with the following criteria:

Job Mode = Seafreight – Job Type (F/L) = F or X

The process then confirms if the container is already in the CMS for the job in question. If not it will insert data from the job registration, and then flag it to be sent to 1-Stop. If the container does exist for the particular job it will update the CMS with the latest information.

The below process diagram highlights the intended FCL Container Delivery and Returns


CONTAINER MANAGEMENT PROCESS (FCL)
FCL Container Deliveries
Create Job – Assign FCL Containers
Book Timeslot with Carrier (x days prior to delivery)
FCL Timeslot Notification / Delivery Docket
Container Mgt/ Job Reg. Delivery Date populated from Docket Print
Enter Container Required Date, Delivery Type
Receive Carrier Delivery Listing
Match with Delivery Diary Report (req'd date of today)
FCL Delivery?
YES
FCL Delivery Notifcation
Confirm Containers to be delivered with Customer
FCL Container Returns
Carrier Pickup Request Notification
M/T Pickup Report
M/T Ready Date is not null and Empty Pick up is null and Delivery Date is not null
FCL Delivered
NO
Is container to remain at customer site for unpacking?
FCL Delivered
User informs Carrier of M/T Ready Date
Demurrage Mgt
Empty Container Return Notification
Request Empty Pickup Date from Customer
User updates M/T Ready Date & Time
Demurrage Exception Report

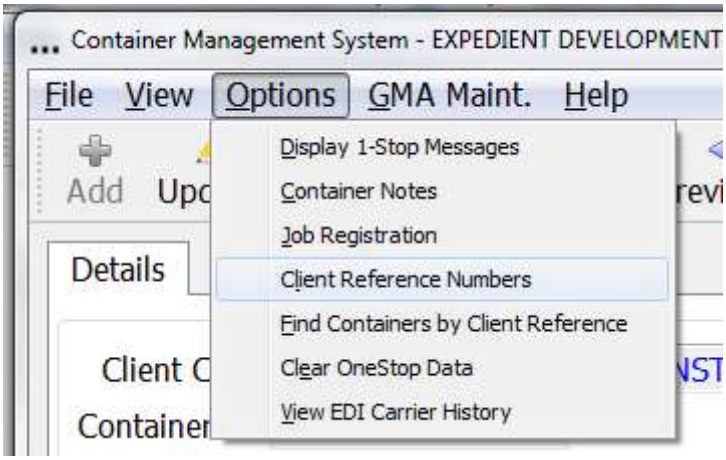
Transhipment Report

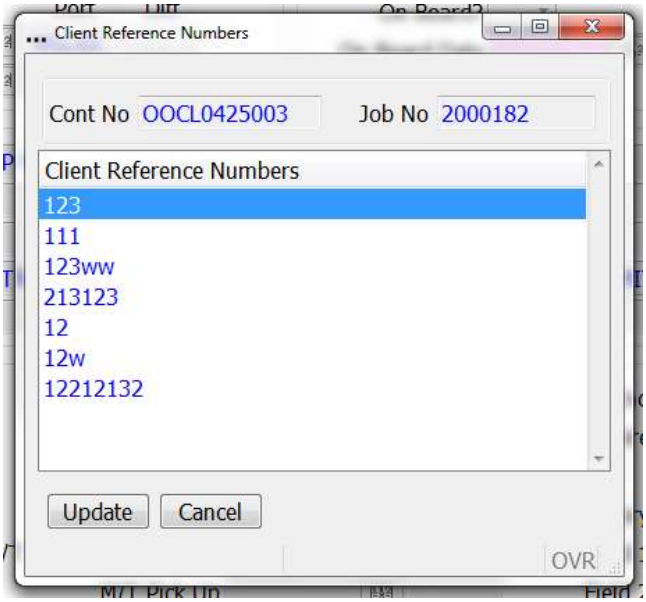
When a Consol/Job is registered with a FCL/FCX Container and a Vessel Name of Transhipment, Expedient creates the CMS Record and sends an instruction to 1-Stop to track this container. When 1-Stop send Expedient an "On Board Date" Event, Expedient updates the Container in CMS with the On Board Flag, and On Board Date, updates the 1-Stop Details and most importantly updates those consols and jobs with the Australia bound Vessel details. Once this has been performed, a nightly report is sent to nominated users informing them of the jobs updated.

To receive this report the Container Management Module must be activated and set against a user via the Users Masterfile, Users Options.

Client Reference Numbers

This option allows the addition and update of client reference numbers associated with a container.

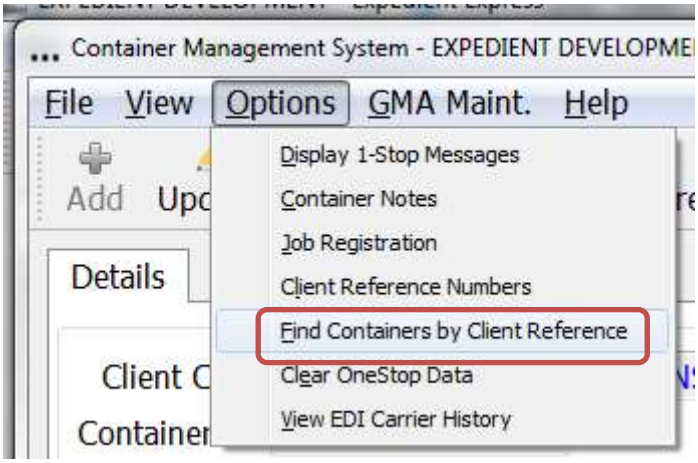


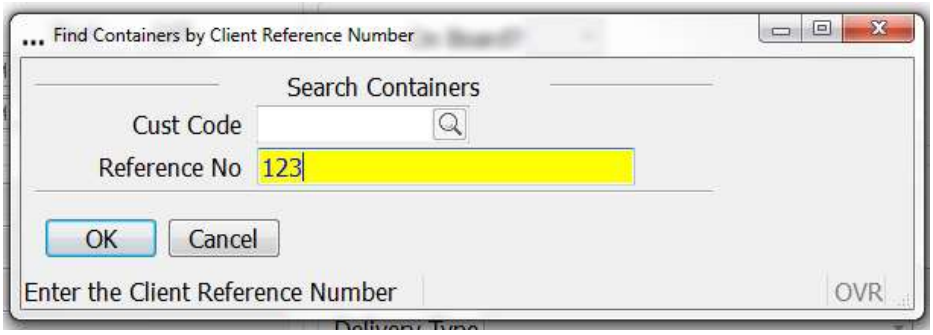


Click on Update to update existing references and add new references.

Find Containers by Client Reference

This option allows you to search for containers by Client Reference Number.





Enter the Client Code and the Reference or just the reference to search for any containers linked to the reference.

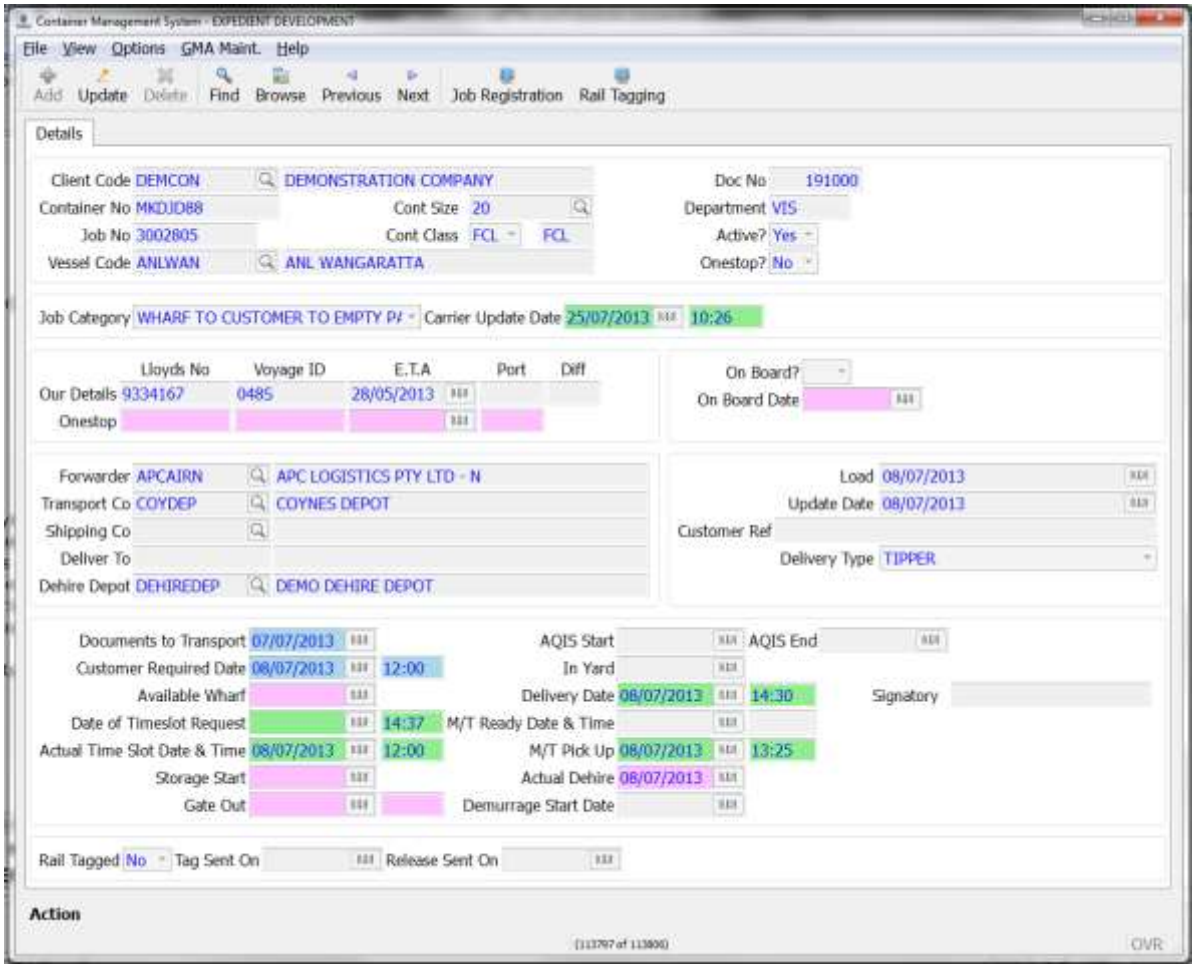
Container Management Input

From the Main Menu select **Customs Clearance, Container Management** function.

By clicking the

button or typing A will place the cursor in the input screen in Add Mode.

See below:



Please Note:

The above fields highlighted in Pink are updated from 1-Stop via events
The above fields highlighted in Blue are updated from the Import Job Registration Data
The above fields highlighted in Green are updated by the Carrier if the EDI Carrier module is activated.

The following fields are automatically sent from Expedient to 1-Stop:

- Client Code
- Container no
- Job no
- Class
- Vessel Code
- Forwarder

- Shipping Co
- Transport Co
- Del to

The 1-Stop System then monitors each container that Expedients sends. When a match is found based on information from shipping line data for vessels coming to Australia it sends back information to Expedient.
The following data that is sent back to Expedient from 1-Stop is then used to update each relevant container within the Container Management System. The following process indicates the data that is updated within Expedient:

The following fields are sent from 1-Stop and inserted into the CMS screen:

- Lloyds No
- Voyage ID
- ETA
- Port
- On Board Date

Upon arrival of each relevant container at the port of discharge 1-Stop sends the following which is inserted into the CMS Screen:

- ***Available Wharf*** **Date**

When each container leaves the wharf 1-Stop sends the following which is inserted into the CMS Screen:

- **G*ate Out*** **Date**

When each container is returned to the wharf 1-Stop the following which is inserted into the CMS Screen:

- ***Actual Dehire*** **date.**

Please Note: Dehire Dates from 1-Stop are only approximately one third of total Dehires. See the 1 Stop website, Container Park Matrix for further information.
Other fields within CMS are either triggered from events in Expedient or are input by operators manually.

Currently, only Adelaide ports are not covered for:

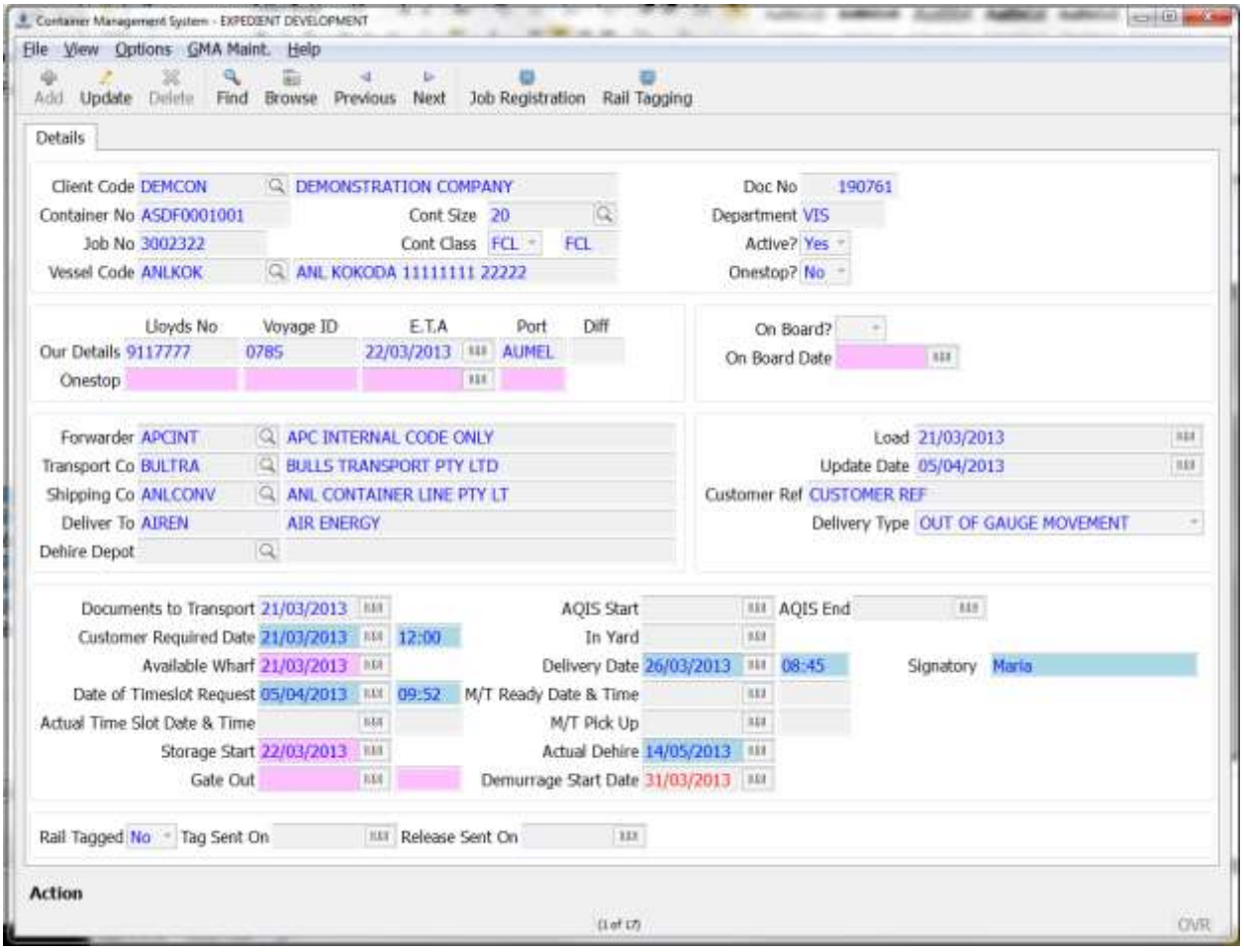
- On Board Vessel,
- Discharge off Vessel
- Gate Out

“Gate out” is limited only to Patricks, P&O facilities and Hutchinson Ports.

Messages from 1-Stop can been seen using the ‘Display 1-Stop Messages’ from the Options menu.

Job Registration Container Dates

Once the relevant information is updated into the CMS Screen, the corresponding Jobs that contain those containers will subsequently have the container information updated in the Job Registration screen as per below. Double Clicking on a Container record on the Job Registration Screen will open up the Container Record in the CMS Screen



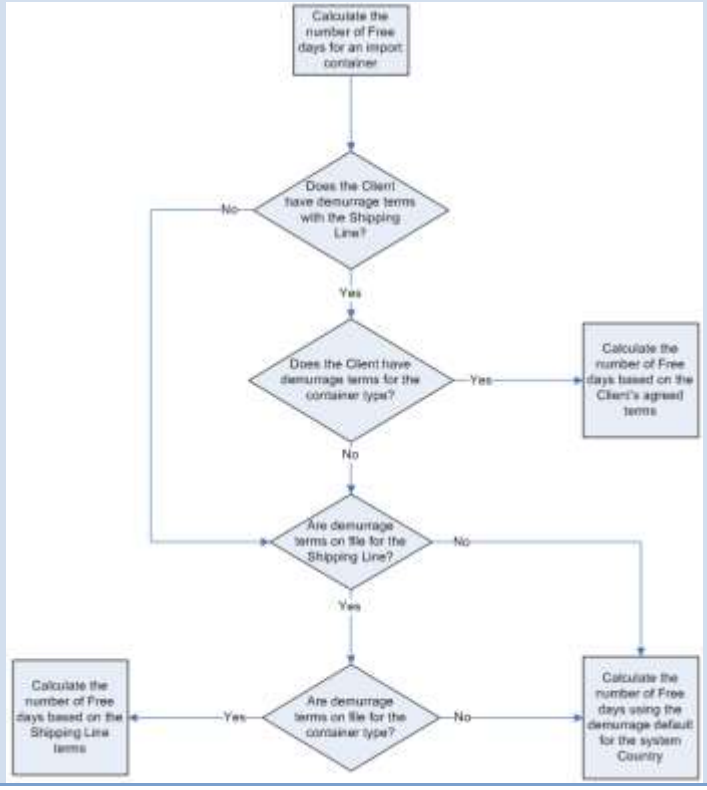
Field Name	Description	Validation	Default
	Header		
Client Code	This is the client code. Use to search for the Client	Mandatory	From Job Registration

Field Name	Description	Validation	Default
Doc No	This is the document number	System Generated	Blank
Container No	This is the container reference number	Mandatory	From Job Registration
Cont Size	This is the container size	Mandatory	From Job Registration
Department	This is the Department code	Mandatory	From Job Registration
Job No	This is the job number	Mandatory	From Job Registration
Cont Class	This is the container class for the job	Mandatory	From Job Registration
Active?	This indicates is the job is active or not. Containers are made inactive if the container is removed from the Job OR the related job is more than 90 days old (Registration Date)	Mandatory	Job Registration
Vessel Code	This is the vessel code	Mandatory	From Job Registration
1-Stop?	This indicates if the container details are updated by 1-Stop	N/A	System Generated
Job Category	This field is visible when the EDI Carrier module is active. This field displays the container move instruction sent to the Carrier	Mandatory	From Job Registration
Carrier Update Date	This field is visible when the EDI Carrier module is active. This field indicates the date and time the data was last updated by the Carrier.	Mandatory	From Carrier
Lloyds Number	This is the vessel's Lloyds number	Mandatory	From Job Registration Can be verified by 1-Stop
Voyage ID	This is the voyage ID for the vessel	Mandatory	From Job Registration Can be verified by 1-Stop

Field Name	Description	Validation	Default
E.T.A	This is the estimate time of arrival for the vessel	Mandatory	From Job Registration Can be verified by 1-Stop
Port	This is the port for the vessel	Mandatory	From Job Registration Can be verified by 1-Stop
Diff	This indicates the difference between the ETA and the ETA received from 1-Stop where applicable	System Generated	
On Board	This indicates whether the container is on board the vessel	Optional	Can be supplied by 1-Stop
On Board Date	This is the date the container was loaded on board the vessel	Optional	Can be supplied by 1-Stop
Forwarder	This is the code and name of the forwarder	Mandatory	From Job Registration
Transport Co	This is the transport company	Mandatory	From Job Registration
Shipping Co	This is the code and name of the shipping company	Mandatory	From Job Registration
Deliver To	This the name for the delivery destination	Mandatory	From Job Registration
Dehire Depot	This is the depot the empty container was returned to	Optional	Blank
Load	This is the date loaded into the Container Management System	Mandatory	From Job Registration
Update Date	This indicates when the container management details was last updated, either by a user, 1-Stop or an EDI carrier.	Mandatory	Multiple sources

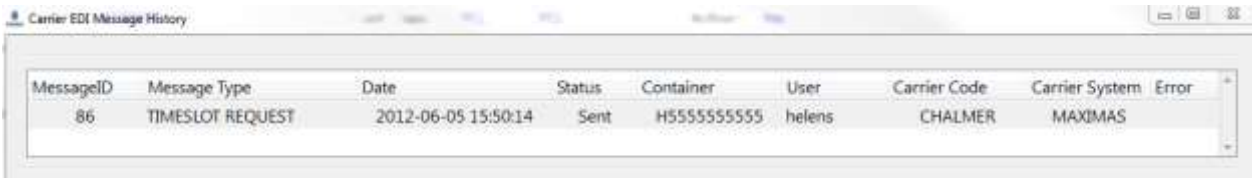
Field Name	Description	Validation	Default
Customer Ref	This is the customer reference of the Container. The customer ref field from the Job Registration will be populated into this field on initial add. Any updates to the Customer Ref field on the Job Registration screen will NOT override this field.	Optional	From Job Registration
Delivery Type	This is the type of delivery	Mandatory	From Job Registration
Documents to Transport	This is the date provided for the 'Docs to Tranport' event. The event is created using the 'Create Docs to Transport Event' in the Import Job Registration screen, Options menu.	N/A	From Job Registration
Customer Required Date	This is the date and time the containers are required by the customer	Mandatory	From Job Registration, Container Details screen
Available Wharf	This is the date the containers are available at wharf	Mandatory	From Job Registration, Container Details screen, can be supplied by 1-Stop
Date of Time Slot Request	This is the date and time of the most recent timeslot request. If the Carrier EDI module is active this will be the Date/Time of the most recent EDI Time Slot request	Conditional on EDI Carrier module	From Timeslot Request Notification Event
Actual Time Slot Date & Time	These of the details of the actual time slot. If the Carrier EDI module is active this will be the Actual Date/Time of the Time Slot as advised by the Carrier by EDI	Conditional on EDI Carrier module	From EDI Carrier or blank
Storage Start	This is the date the storage starts	Optional	Can be supplied by 1-Stop
Gate Out	This is the date and time of Gate Out from the Terminal	Optional	Can be supplied by 1-Stop

Field Name	Description	Validation	Default
AQIS Start	This is the date AQIS started the hold	Optional	Blank
AQIS End	This is the date AQIS ended the hold	Optional	Blank
In Yard	This is the date the container entered the Carrier Yard	Optional	Blank
Delivery Date	This the date the container is delivered. . If the Carrier EDI module is active this will be the full Container delivery date and time as advised by the Carrier by EDI.	Conditional on EDI Carrier module	From Job Registration, Container Details screen, EDI Carrier update or Various Details tab in Import Job Registration
Signatory	This is the name of the contact confirming delivery. This may be supplied by Carrier EDI or by the Update Delivery Date option in the Customs Module	Conditional on EDI Carrier module	From EDI Carrier update or from Job Registration update
M/T Ready Date and Time	This is the Date and Time the Empty Container is available for transport to pick and return to the empty depot. Populating the date and time will create an event against the Job for the container. The event date will be the entered MT Ready date and time. If the ready date is today and the time is left blank the time will default to the current time. If the MT Ready date is another date and the time is left blank the time will default to midnight.	Optional	Blank
M/T Pick Up	These are the details of the empty container pick up. If the Carrier EDI module is active this will be the empty Container pick up date and time as advised by the Carrier by EDI	Conditional on EDI Carrier module	Blank or EDI Carrier update
Actual Dehire	This is the actual date of return and dehire. If the Carrier EDI module is active this will be the empty Container pick up date and time as advised by the Carrier by EDI. This can also be supplied by 1-Stop.	Optional	Can be supplied by 1-Stop or EDI Carrier update

Field Name	Description	Validation	Default
Demurrage Start Date	This is the start date for demurrage. This field is red if the demurrage date equals today minus 3 days The Demurrage calculation workflow is as follows 	System Generated	Calculated with reference to the client, the shipping company, the container type and the selected demurrage start date for counting

View EDI Carrier History

This option is available where the EDI Carrier module is activated. Select this function from the Options menu in the Container Management Input screen.

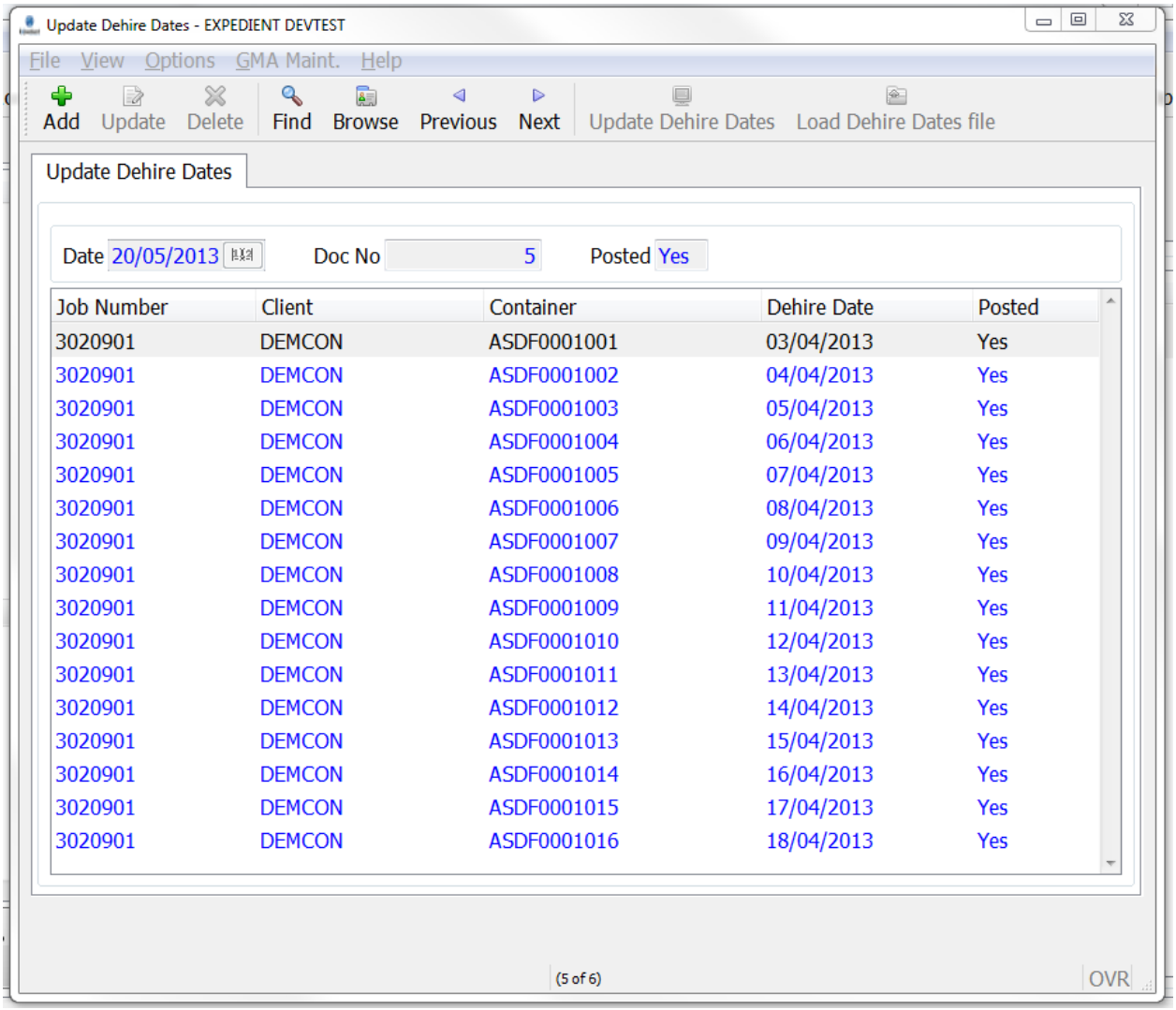


This screen display the history of any EDI messages sent to the Carrier and received from the Carrier concerning the container on screen. The most recent message will be displayed at the top of the list.

Any errors advised within the message can be viewed in the far right column. Double click on any message row to view the original message in a new window.

Update Dehire Dates

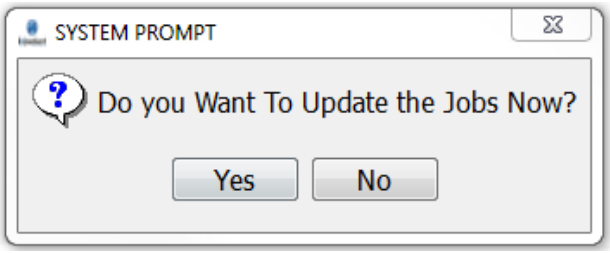
This menu option provides the ability to update many containers with dehire dates in one screen.


Update Dehire Dates - EXPEDIENT DEVTEST
File View Options GMA Maint. Help
Add Update Delete Find Browse Previous Next Update Dehire Dates Load Dehire Dates file
Update Dehire Dates
Date 20/05/2013 Doc No 5 Posted Yes
Job Number Client Container Dehire Date Posted
3020901 DEMCON ASDF0001001 03/04/2013 Yes
3020901 DEMCON ASDF0001002 04/04/2013 Yes
3020901 DEMCON ASDF0001003 05/04/2013 Yes
3020901 DEMCON ASDF0001004 06/04/2013 Yes
3020901 DEMCON ASDF0001005 07/04/2013 Yes
3020901 DEMCON ASDF0001006 08/04/2013 Yes
3020901 DEMCON ASDF0001007 09/04/2013 Yes
3020901 DEMCON ASDF0001008 10/04/2013 Yes
3020901 DEMCON ASDF0001009 11/04/2013 Yes
3020901 DEMCON ASDF0001010 12/04/2013 Yes
3020901 DEMCON ASDF0001011 13/04/2013 Yes
3020901 DEMCON ASDF0001012 14/04/2013 Yes
3020901 DEMCON ASDF0001013 15/04/2013 Yes
3020901 DEMCON ASDF0001014 16/04/2013 Yes
3020901 DEMCON ASDF0001015 17/04/2013 Yes
3020901 DEMCON ASDF0001016 18/04/2013 Yes
(5 of 6)
OVR

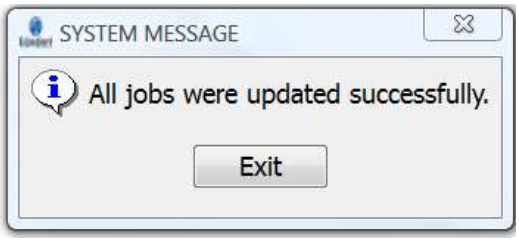
Field Name	Description	Validation	Default
Date	This is the date the mass update occurred.	Mandatory	Today
Doc Co	This is the reference for the mass dehire update	N/A	System Generated
Posted	This indicates that the mass update has happened	N/A	System Generated
Job Number	This is the job number. The job must be FCL or FCX and have containers registered against the job.	Mandatory	Blank
Client	This is the client registered for the job	Mandatory	From Job Registration

Field Name	Description	Validation	Default
Container	This the container number to be updated. Use to search for the container in a list from the Job or leave blank to update all the containers for the job number	Optional	Blank unless only one container exists for the job
Dehire Date	This is the date the container was dehired.	Mandatory	Blank or Today on tab through field
Posted	This indicates the update has happened	N/A	System Generated

Once the user inputs the jobs and the Dehire Date, Expedient will ask the following:



If the user answers yes then Expedient will immediately update the jobs and return the following:

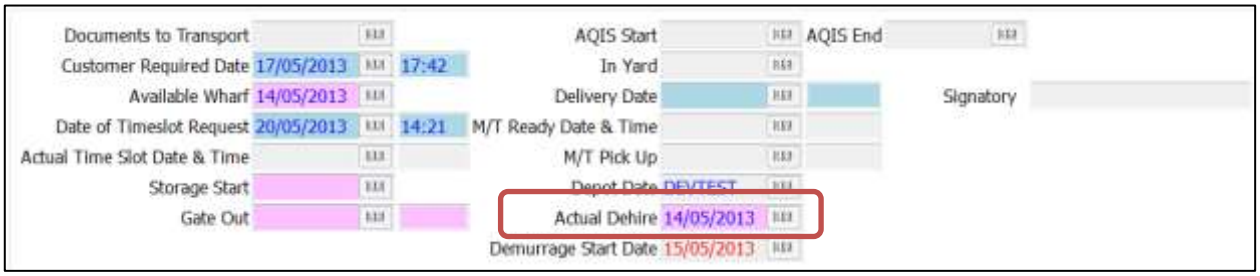


If a job record is locked Expedient will not be able to update the job. This will display a “No” In the Posted column.

Once successfully completing the process updates the Dehire Date in the Job Registration screen. See below:

Job Registration - EXPEDIENT DEVTEST
File View Options Link Notifications Job Financials GMA Opt GMA Maint. Help
Add Update Delete Find Browse Previous Next Cont Srch Cargo Rpt Events Job Notes Job Sheet Supp Inv Nat 10/2
Job Details Container Details Marks and Numbers Various Information Delivery Details
Container No Type ISO Type Seal No Dehire Available Delivery Type
AA1111111 FCL 22G2 14/05/2013 14/05/2013
B2222222 FCL 22R1 14/05/2013 14/05/2013

Any containers on the job will have the Dehire Date inserted in the Container Details tab and in the Actual Dehire field in Container Management. Any dates already in these fields will be overwritten.



An MTDT, Empty Dehire event will be created against each container in the job.

Load Dehire Dates File

The toolbar button, Load Dehire Dates file, in the Update Dehire Dates screen allows upload of a file containing job number, container number and dehire date information. This can be used to provide the dehire date for FCL or FCX jobs. The file must be in the following format with the columns in the order indicated.

1. **Job Number (mandatory)**
2. Container Number (optional)
3. **Delivery Date (mandatory)**

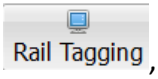
Sample File

	A	B	C
1	3020897	ASDF0001001	3/04/2013
2	3020897	ASDF0001002	4/04/2013
3	3020897	ASDF0001003	5/04/2013
4	3020897	ASDF0001004	6/04/2013
5	3020897	ASDF0001005	7/04/2013
6	3020897	ASDF0001006	8/04/2013
7	3020897	ASDF0001007	9/04/2013
8	3020897	ASDF0001008	10/04/2013
9	3020897	ASDF0001009	11/04/2013
10	3020897	ASDF0001010	12/04/2013
11	3020897	ASDF0001011	13/04/2013
12	3020897	ASDF0001012	14/04/2013
13	3020897	ASDF0001013	15/04/2013
14	3020897	ASDF0001014	16/04/2013
15	3020897	ASDF0001015	17/04/2013
16	3020897	ASDF0001016	18/04/2013
17			

Expedient will check that the mandatory columns are present in the file. Expedient will also check that the job number provided is a valid job number.

The details of the file will be uploaded into the Update Dehire Screen and can be further updated here before posting and updating the listed jobs.

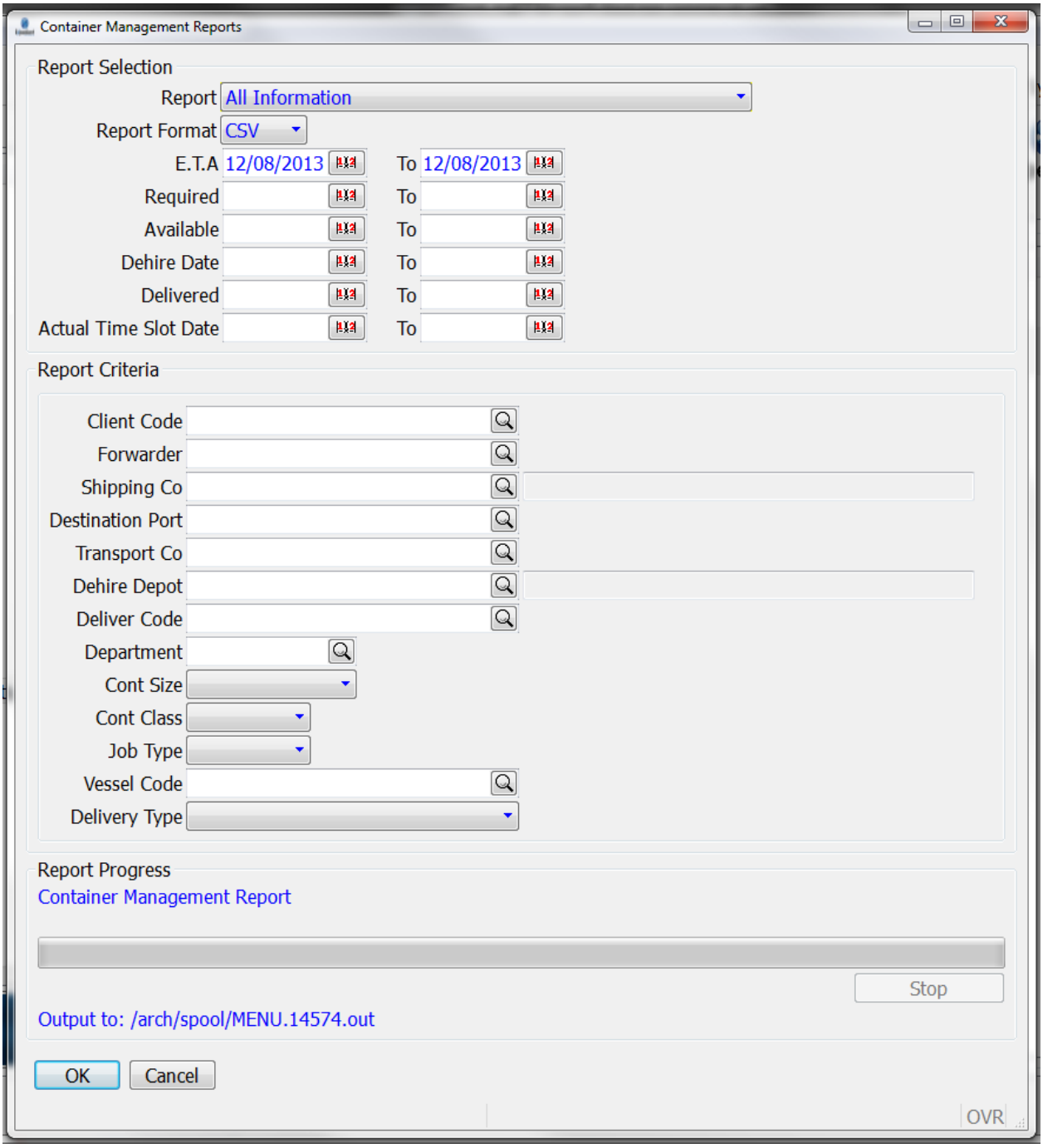
Rail Tagging

Use the Rail Tagging toolbar button, 

, to access the Rail Tagging screen. This option allows users to send container rail move requests, send EIDO PIN numbers and request releases with terminals via 1-Stop. 1-Stop will then update Expedient with the status of the container rail move. Access the Rail Tagging User Manual from this screen for further information.

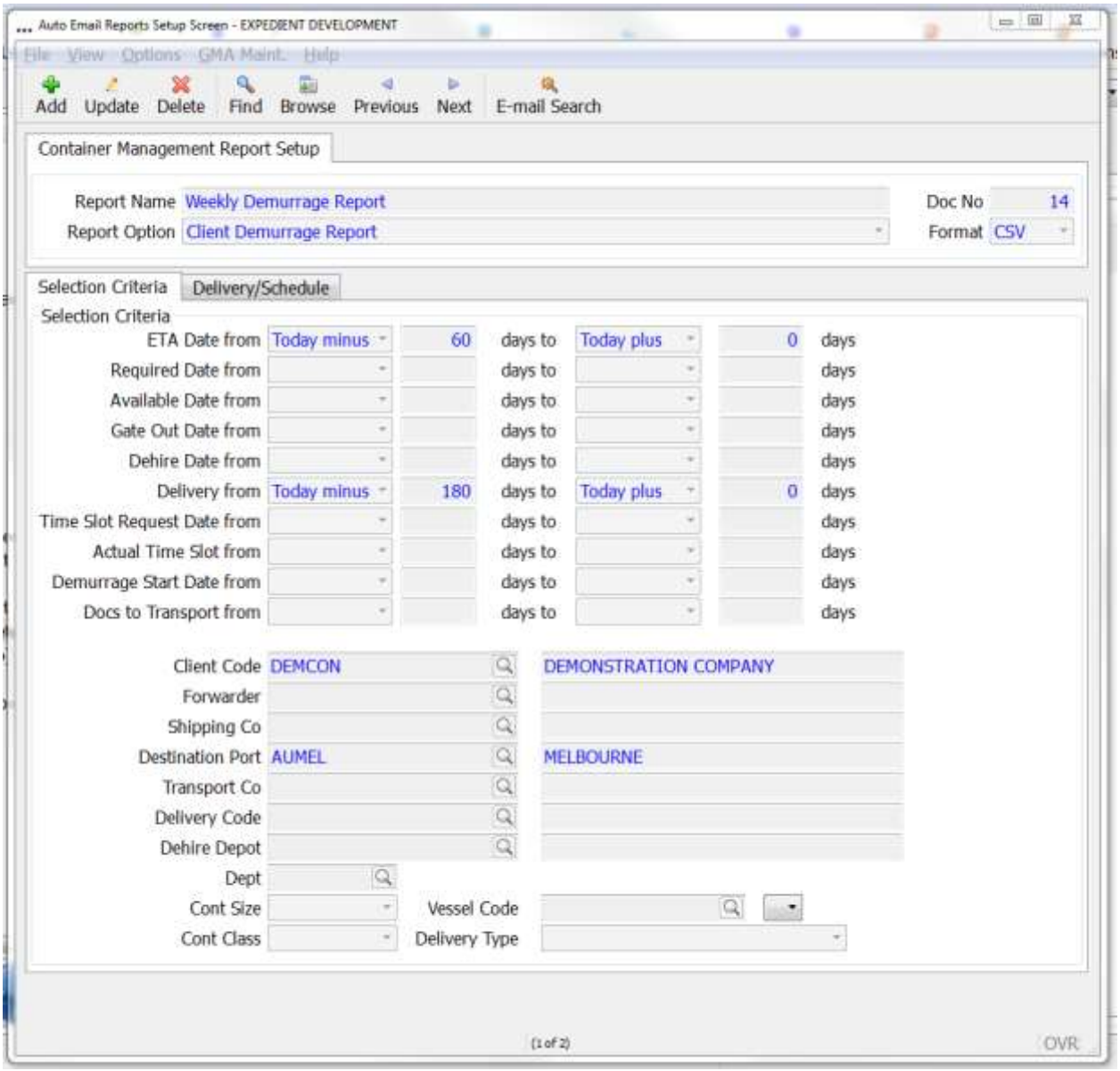
Reporting

Container Management has the several reports. All Report Options reported Active Containers Only. See below for the Reports screen:



Report Option	Description
All Information	Information based only on the criteria selected
Container Availability and Missing Available Dates	Lists all containers fulfilling the search criteria **plus** any containers that do not have available dates that also match the search criteria
Containers with no Time Slot Booking Request	Lists all containers fulfilling the search criteria where a time slot booking request has not been sent
Time Slot Booking Request sent but no Booking Received	Lists all containers fulfilling the search criteria where a time slot booking request has been sent but no Actual Time Slot has been confirmed
No Time Slot	Lists all containers fulfilling the search criteria where Actual Time Slot is blank
Pick Up Schedule	Lists all containers fulfilling the search criteria where ETA is in the next 3 days. Sorted by Available Date
Delivery Diary Report	Allows users to reconcile with what each carrier has reported they will deliver with what deliveries are due in Expedient.
Job Status, Client Ref Order	Status of Jobs in Container Management
Client Summary Report	This report provides a summary overview of container movements by Client
Client Summary – Not Dehired	This report provides a summary overview of container movements by Client for containers which have not been de-hired
Client Demurrage Report	Demurrage criteria is based on the container having a Delivery Date but no Dehire Date and where the demurrage date has either passed or demurrage will commence 5 days from the report date
Empty Pickup Report	This report aims to highlight any containers that the customer has informed the users to pick up, however the Carrier has not picked up The report is based on M/T Ready Date is not null and the Empty Pick Up Date is null and Dehire Date is null and Delivery Date is not null
Containers Not Dehired 7 days after Vessel Arrival	Dehire Date is blank and ETA is more than 7 days
Update Report	Dehire Date is blank or with last 3 days
Forwarding Differ Report	This report highlights any differences between Vessel details provided by users, Lloyds and 1-Stop.
Lloyds Voyage Difference	Dehire Date is blank Where the 1-Stop information differs from our Job information and the ETA is later than yesterday

Automatic Email Report Setup


Auto Email Reports Setup Screen - EXPEDIENT DEVELOPMENT
File View Options GMA Maint. Help
Add Update Delete Find Browse Previous Next E-mail Search
Container Management Report Setup
Report Name Weekly Demurrage Report
Report Option Client Demurrage Report
Doc No 14
Format CSV
Selection Criteria
Delivery/Schedule
Selection Criteria
ETA Date from Today minus 60 days to Today plus 0 days
Required Date from days to days
Available Date from days to days
Gate Out Date from days to days
Dehire Date from days to days
Delivery from Today minus 180 days to Today plus 0 days
Time Slot Request Date from days to days
Actual Time Slot from days to days
Demurrage Start Date from days to days
Docs to Transport from days to days
Client Code DEMCON DEMONSTRATION COMPANY
Forwarder
Shipping Co
Destination Port AUMEL MELBOURNE
Transport Co
Delivery Code
Dehire Depot
Dept
Cont Size Vessel Code
Cont Class Delivery Type
(1 of 2)
OVR

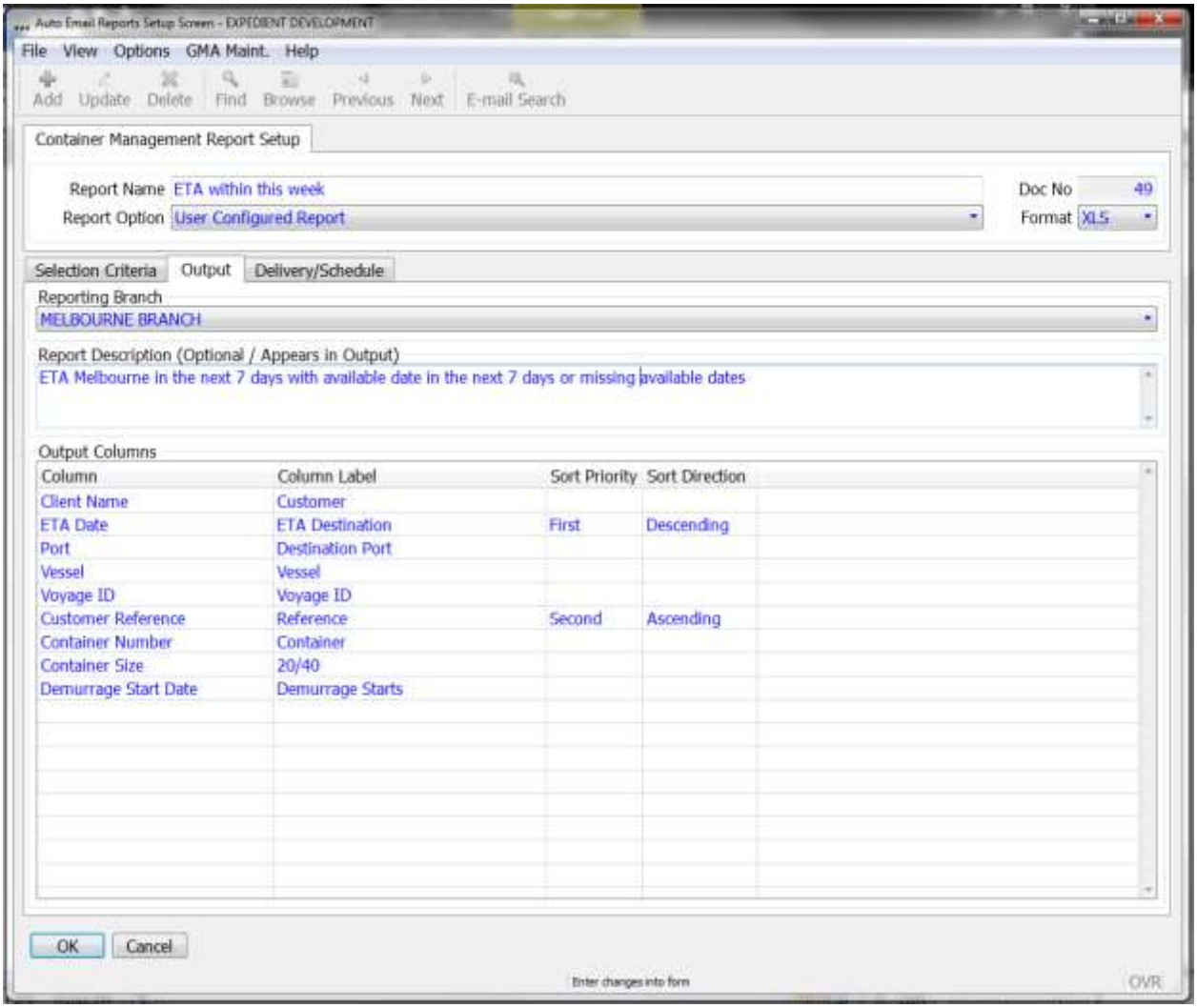
This feature is designed to allow users to setup reports to be emailed on particular days of the week or month. The reports that are created are run directly from the Container Management Reports option.

Users complete this screen by filling in the above fields. Each field represents criteria in the relevant report. For example, if a user wanted to run a Container Management Auto Report and send it to client DEMCON on Monday, Tuesday and Wednesday as a CSV file you would complete the screen as follows. Add the Email address in the distribution list at the bottom of the screen. Use in the Email name to search on Personnel at the select Client Code or type the email address directly into the column.

User Configured Automatic Reports

Expedient allows you to build your own automatic reports for Container Management, allowing you to set the report criteria, the columns in the report output, the order of the columns and the column headings.

Selecting the report option “User Configured Report” provides additional criteria to find containers and provides access to an “Output” tab.


Auto Email Reports Setup Screen - EXPEDIENT DEVELOPMENT
File View Options GMA Maint. Help
Add Update Delete Find Browse Previous Next E-mail Search
Container Management Report Setup
Report Name ETA within this week
Doc No 49
Report Option User Configured Report
Format XLS
Selection Criteria Output Delivery/Schedule
Reporting Branch
MELBOURNE BRANCH
Report Description (Optional / Appears in Output)
ETA Melbourne in the next 7 days with available date in the next 7 days or missing available dates
Output Columns
Column Column Label Sort Priority Sort Direction
Client Name Customer
ETA Date ETA Destination First Descending
Port Destination Port
Vessel Vessel
Voyage ID Voyage ID
Customer Reference Reference Second Ascending
Container Number Container
Container Size 20/40
Demurrage Start Date Demurrage Starts
OK Cancel
Enter changes into form
OVR

Use the pull down menus in the table to select the columns you want to appear. The order the columns are listed in down the screen is the order the columns will appear in the report left to right.

Use the Move Up <CTRL-Up> Move Down <CTRL-Down> buttons to rearrange the order.

Use the Column Label column to enter your own columns headings.

User Configured Reports are available in XLS and CSV format. The XLS output will show your company colours and your company details in the header.

GAVIN MILLMAN & ASSOC. (AUST)

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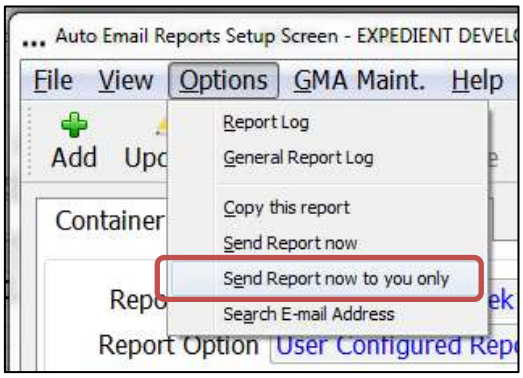
ETA within this week

Creation Date: 12/11/2013 11:38

Customer	ETA Destination	Destination Port	Vessel	Voyage ID	Reference	Container	20/40	Demurrage Starts
DEMONSTRATION - MELBOURNE	13/11/2013	AUMEL	KOTA LAMBANG	077	CUSTREF	MKU12345	40	20/11/2013
DEMONSTRATION - MELBOURNE	14/11/2013	AUMEL	KOTA LAMBANG	077	CUSTREF	MKU12345	20	21/11/2013
DEMONSTRATION - MELBOURNE	15/11/2013	AUMEL	KOTA LAMBANG	077	CUSTREF	MK99930-92	40	22/11/2013
DEMONSTRATION COMPANY	16/11/2013	AUMEL	ANL WANGARATTA	048S	DSLFJ	SUDU1158509	20	23/11/2013
DEMONSTRATION COMPANY	17/11/2013	AUMEL	ANL WANGARATTA	050S	CUSTREF	MLK87613244	20	24/11/2013
DEMONSTRATION COMPANY	18/11/2013	AUMEL	ANL WANGARATTA	050S	CUSTREF	KM877161111	20	25/11/2013

To test the report, or run the report manually, use the Option 'Send Report now to you only'. This will email the report to you and not the report distribution list so you can check the contents.



The option 'Copy this report' allows you to set up a User Configured automatic report for one client and then copy the format so it can be sent to a different client or set up with slightly different criteria, for example, a different destination port.

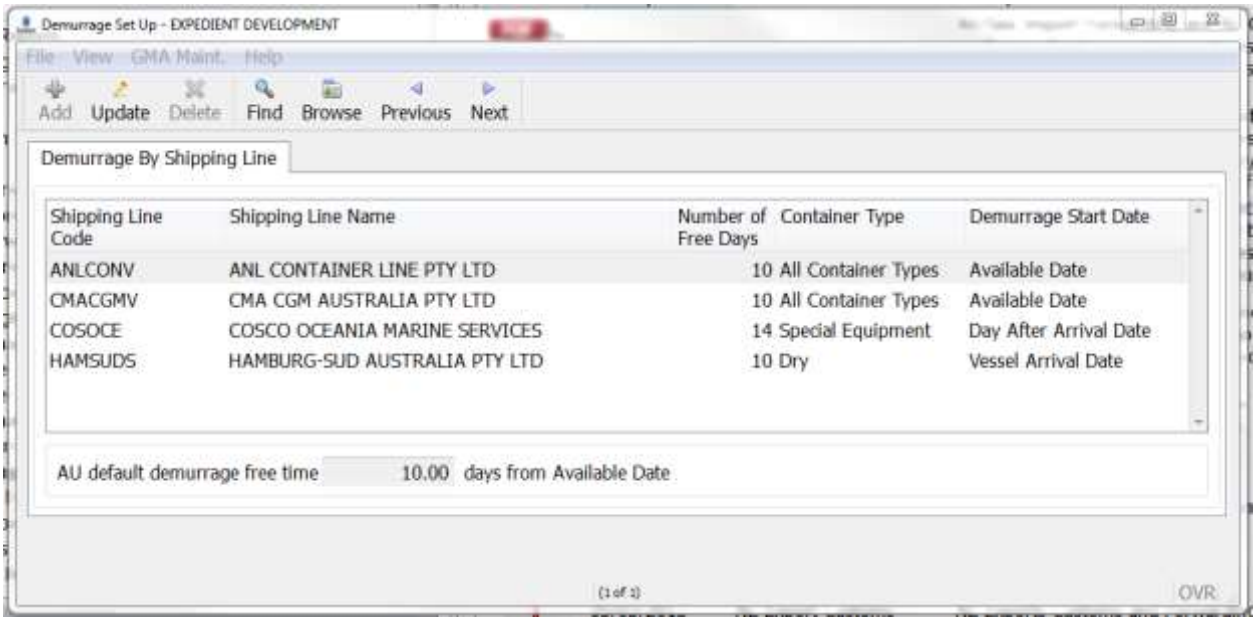
Email Search

Use the E-mail Search button to easily find recipients of Container Management Auto reports. For example if a client contact no longer wants to receive Container Management Auto Reports use this toolbar button to find all the Container Management reports currently sent to the email address and remove them from the recipient list.

Demurrage Set Up

This screen stores the number of days provided by shipping lines for free demurrage depending on the type of container and the date the number of free days is calculated from.

This screen also stores the default number of free days regardless of the shipping line.


Demurrage Set Up - EXPEDIENT DEVELOPMENT
File View GMA Maint. Help
Add Update Delete Find Browse Previous Next
Demurrage By Shipping Line
Shipping Line Code
Shipping Line Name
Number of Free Days
Container Type
Demurrage Start Date
ANLCONV ANL CONTAINER LINE PTY LTD 10 All Container Types Available Date
CMACGMV CMA CGM AUSTRALIA PTY LTD 10 All Container Types Available Date
COSOCE COSCO OCEANIA MARINE SERVICES 14 Special Equipment Day After Arrival Date
HAMSUDS HAMBURG-SUD AUSTRALIA PTY LTD 10 Dry Vessel Arrival Date
AU default demurrage free time 10.00 days from Available Date
(1 of 1)
OVR

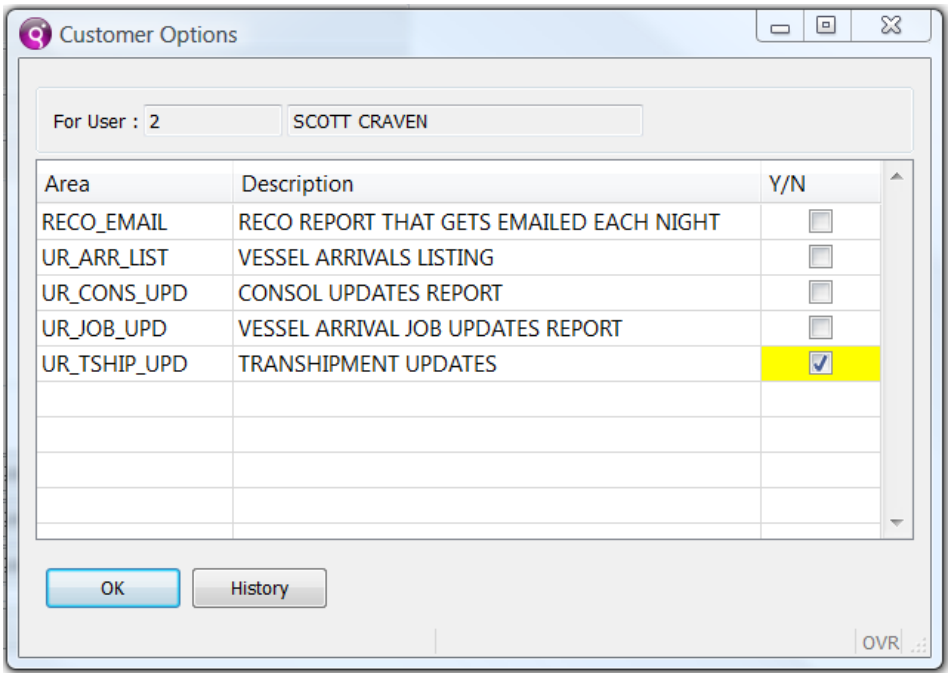
Field Name	Description	Validation	Default
Shipping Line Code	This is the shipping line the demurrage terms are stored against. Use to search for Shipping Lines	Mandatory	Blank
Number of Free Days	This is the number of free days the shipping line provides for import containers before detention charges are applied.	Mandatory	The default number of free days set for the site's country
Container Type	Select from the pull down menu the type of containers the free time is applied to.	Mandatory	Blank
Demurrage Start Date	This is the date the Shipping Line uses to start the count of free days	Mandatory	Available Date
Default Demurrage Free Time	This is the number of free days applied to all shipping lines for the site's country where there are no specific terms for the shipping line. This figure is 7 days on release but it can be updated.	Mandatory	7 days

The demurrage terms saved against each Shipping Line can also be accessed and updated within their Customer Masterfile.

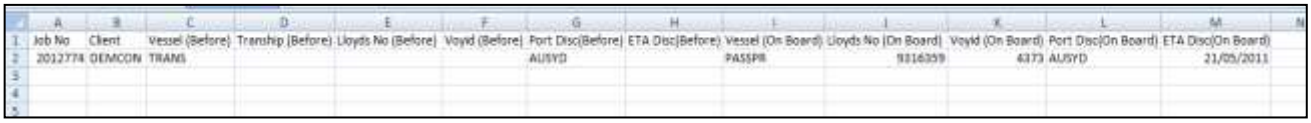
Transhipment Report

When a Job is registered with a FCL/FCX Container Type, and a Vessel Name of Transhipment, Expedient creates the CMS Record and sends an instruction to 1-Stop to track this container. When 1-Stop sends Expedient an “On Board Date” Event, Expedient updates the Container in CMS with the On Board Flag, and On Board Date, updates the 1-Stop Details and most importantly updates the Consols, Jobs and unsubmitted Sea Cargo Reports with the Australia bound Vessel details, which includes Arrival Dates and Ports.

Once this has been performed a nightly report is sent to nominated users informing them of the jobs updated. To receive this report, activate this via the Users Masterfile, Users Options.
See below:



See below CSV Report:



Carrier EDI

This module provides the ability to send instructions to selected transport companies (Chalmers / Direct) electronically via EDI Messages, and to receive updates from the transport companies direct into Expedient.

Transport requests can be sent from within the Job Registration screen and updates, including proof of delivery, from the transport company will populate the Delivery Details tab within the Job.

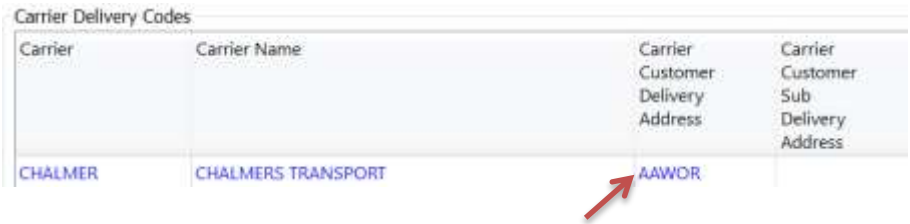
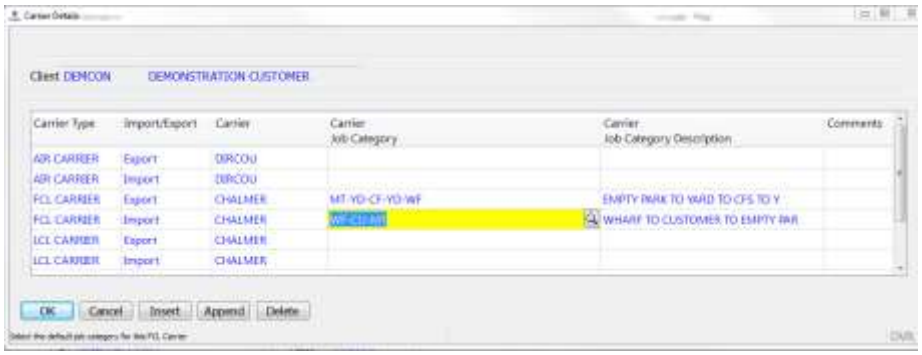
Expedient will send the pickup and delivery address details, the required delivery date and basic details of the job to the Carrier. The carrier will provide a Booking Confirmation and a confirmation of delivery.

Automated reports can be run that highlight when transport companies have not responded to a request or when proof of delivery has not been received after the arranged delivery date has passed.

User Checklist for setting up Carrier EDI

Setting up Expedient to send and receive EDI messages from carriers will involve some preparation from you, the transport carriers and Expedient Software. Please use the following checklist to work through the set up requirements.

Action Point	Action	Detail
1	Check that Expedient is set up to allow EDI messages to your Carriers	Open the Import Job Registration screen, go to the Options drop down menu and check the Send EDI Booking to Carrier option is listed. If you cannot see this option please contact Expedient Software.
2	Which Carriers do you want to send EDI transport requests to?	Contact Expedient Software for the Carrier EDI Set up Information Spreadsheet – see Appendix . Fill out the Contact information in the top left. Tell us how often you want to send EDI transport requests to the Carriers, *e.g. once a day, twice a day, every hour.* Enter the Carrier Code and Carrier names that you want to provide EDI transport instructions to. Add the Account information, and the Port Code you associate with each Carrier. Enter the same carrier on multiple lines if you have the same carrier code for many port codes or if you have a number of different accounts with the same carrier. Use the examples in the spreadsheet for guidance.
3	How will the Carrier send EDI updates to you?	Contact each Carrier and, with their assistance, enter the following details in the Carrier EDI Set up spreadsheet 1. What system does the Carrier use? • MAXIMAS • Another system – please provide the name. 2. How does the Carrier want to receive the EDI instructions? • Email i. Note the email address

		• FTP i. Note the IP Address ii. Note the Username iii. Note the Password iv. Note the Directory Path • Write File to Server i. Note the Directory Path
4	Send the completed spreadsheet to Expedient Software. The information will be checked and entered at your site.	
5	Set up your clients delivery address codes (MAXIMAS ONLY)	Carriers using the MAXIMAS system will have their own delivery address codes for your client's delivery addresses. The Carrier's codes need to be added to Expedient. Run the Client Delivery Instructions Report available from the Administration Folder>Administration Reports. Run as a .csv to provide a spreadsheet containing the client codes and delivery addresses. This can be edited, removing unnecessary columns, and sent to your Carrier to insert their MAXIMAS delivery address codes. e.g. Client Code / Client Name / Delivery Address / MAXIMAS Delivery Address Code DEMCON DEMONSTRATION CUSTOMER DEMONSTRATION CUSTOMER DEMCON ADDRESS LINE 1 DEMCON ADDRESS LINE 2 MELBOURNE VIC 3000 DEMCON DEMONSTRATION CUSTOMER DEMONSTRATION CUSTOMER ADD1 ADD2 MELBOURNE VIC 3004 Add the MAXIMAS delivery address code to the Customer Masterfile. Open the Delivery Address screen and add the information to the Carrier Delivery Codes section.  Carrier Delivery Codes Carrier / Carrier Name / Carrier Customer Delivery Address / Carrier Customer Sub Delivery Address CHALMER CHALMERS TRANSPORT AAWOR Insert the Carrier Code and enter the MAXIMAS delivery address code in the Carrier Customer Delivery Address Field. Ensure you are entering the correct MAXIMAS code against the delivery address you have on the screen.
6	Update the Customer Preferred Carriers	Each client can be set up with a Preferred Carrier for Imports and Exports and for Air, FCL, LCL and Parcel Post. Go to the Customer Masterfile, select a client who will use a Carrier set up for EDI. Go to Options>Preferred Carrier  Client DEMCON DEMONSTRATION CUSTOMER Carrier Type / Import/Export / Carrier / Carrier Job Category / Carrier Job Category Description / Comments AIR CARRIER Export DIRCOU AIR CARRIER Import DIRCOU FCL CARRIER Export CHALMER MT-YD-CF-YD-WF EMPTY PARK TO YARD TO CFS TO Y FCL CARRIER Import CHALMER WF-CU-MT WHARF TO CUSTOMER TO EMPTY PAR LCL CARRIER Export CHALMER LCL CARRIER Import CHALMER OK Cancel Insert Append Delete • Select the Carrier Type – Air/FCL/LCL or P.P Carrier • Select whether the Carrier is required for Imports or Exports • Enter the Carrier code for the transport company

		• If you have selected an FCL Carrier who uses the MAXIMAS system you can select the preferred Job Category from the list provided. This is optional. • Add any comments that you would like to appear within any instructions to this Carrier. When you register a job for this Client the preferred carrier will be automatically populated. The preferred job category will be inserted where one has been chosen.
7	Set up the Automated Reports to track Instructions and Deliveries	Expedient includes three new exemption reports to warn you when transport instructions and delivery are not going smoothly. The new reports are, 1. Report to list jobs where an instruction has been sent to a Carrier and no response has been received (CAREDIEX1) 2. Report to list jobs where an instruction has been sent to a Carrier but no booking confirmation has been received (CAREDIEX2) 3. Report to list jobs where a delivery was due to take place but no Proof of Delivery has been received (CAREDIEX3) To set these reports to run go to Auto Report Setup in the Automatic Reports folder. • Click Add and select the report code. • Leave Client Code blank to report on all clients, or select a specific client • Select when you want to receive the report e.g. Monday to Friday • Select a delivery method, and email details. • Set the report criteria *E.g. For report CAREDIEX1 set the EDI send date to 7 days to list all the transport requests sent in the last week where the Carrier has not responded. The transport request can then be resent to trigger a response from the Carrier.*

Carrier Codes Mapping

The instructions sent to the carriers are often coded e.g. the instruction to pick up a full import container from the wharf, delivery to the customer then return the empty to the dehire park may be shortened to 'WF-CU-MT'

Different Carriers may require different codes so these are stored in the Customer Masterfile for each Carrier that accepts transport instructions by EDI.

JOB CATEGORY CODES

Imp/Exp	Job Category Description	Carrier Job Category Code
Import	CFS TO CUSTOMER	CF-CU
Import	RAIL TO YARD TO CUSTOMER TO DE...	RH-YD-CU-MT
Import	RAILHEAD TO CUSTOMER TO DEHIRE	RH-CU-MT
Import	SERVICE YARD TO YARD TO CFS TO ...	SY-YD-CF-YD-MT
Import	WHARF - YARD - SERVICE YD (T/GAT...	WF-YD-SY-CU-MT
Import	WHARF TO AQIS (ONE WAY)	WF-AQ
Import	WHARF TO AQIS TO RAILHEAD	WF-AQ-RH
Import	WHARF TO AQIS YARD TO CUSTOME...	WF-AQ-CU-MT
Import	WHARF TO CUSTOMER TO EMPTY PA...	WF-CU-MT
Import	WHARF TO RAILHEAD	WF-RH
Import	WHARF TO SERVICE YARD TO CUST...	WF-SY-CU-MT
Import	WHARF TO SERVICE YARD TO CUST...	WF-SY-CU-YD-MT
Import	WHARF TO SERVICE YARD TO RAILH...	WF-SY-RH

The Job Category Codes are stored in the top half of the Carrier Codes Mapping in the Customer Masterfile for the EDI Carrier. The Job Category Descriptions entered will be used in the pull down list when adding a Job Category in the Delivery Details tab in Import Job Registration.

TRANSPORT TYPES

Transport Types

Expedient Delivery Type	Carrier Delivery Type Code	Port Code
CONVENTIONAL DELIVERY (WAIT)	STANDARD	AUSYD
DROP TRAILER	DROP TRAIL	AUSYD
S/L DOORS REAR	SIDELOADER	AUSYD
TIPPER	TIPP	AUSYD
STANDARD LIFT OFF/LIFT ON	STANDARD L	AUSYD
TILT TRAY	TRAY	AUSYD
S/L DOORS CABIN	SIDELOADER	AUSYD
CONVENTIONAL DELIVERY (WAIT)	STANDARD	AUMEL
DROP TRAILER	DROP TRAIL	AUMEL
S/L DOORS REAR	SIDELOADER	AUMEL
TIPPER	TIPP	AUMEL
STANDARD LIFT OFF/LIFT ON	STANDARD L	AUMEL
TILT TRAY	TRAY	AUMEL

The Transport Types are stored in the bottom half of the Carrier Codes Mapping tab in the Customer Masterfile for the EDI Carrier. When a Transport Type is selected against each container in the Container Details tab in Import Job Registration the EDI sent to the Carrier will contain the Delivery Code they understand in their system.

Sending EDI to Carriers

Instructions can be sent to the Carriers from the Import Job Registration screen.

Use the “Send EDI Booking to Carrier” option from the Options menu.

Expedient will check all the mandatory information has been provided according to the Carrier’s requirements. If any information is missing a message will clearly list which fields need to be entered.

When all the mandatory information is present Expedient will send the EDI to the Carrier.

Please Note: The EDI may not be sent immediately. A background process sends EDI messages to the Carriers at specified times set by your Super User.

When a transport request is sent by EDI the “Sent?” tickbox is ticked in the Container Details tab in Job Registration, Container Details tab against the Container.

If the transport request is for FCL the Date of Timeslot Request will be populated in the Container Management screen for the container.

Updates to transport instructions can be sent to the Carrier until they assign a driver to the delivery. At this point any updates to the Carrier will receive an error message. The error message will be displayed in Job Registration, Container Details tab against the Container.

EDI Event Updates from Carriers to Expedient

TIME SLOT REQUEST ACKNOWLEDGED

This Event is received for FCL bookings.

On receipt of this update the following will occur:

- The "Accepted?" flag will be ticked in the Container Details tab in the Job Registration screen for the relevant container
- An EDI Order Acknowledgment event is created against the container.

TIME SLOT BOOKED

This Event is received for FCL bookings.

On receipt of this update the following will occur:

- The "Accepted?" flag will be ticked in the Container Details tab in the Job Registration screen for the relevant container
- The Actual Time Slot Date & Time will be updated in the Container Management screen against the container
- A Time Slot Booked event is created against the container.

BOOKING CONFIRMATION

This Event is received for LCL bookings.
On receipt of this update the following will occur:

- The "Accepted?" flag will be ticked in the Container Details tab in the Job Registration screen for the relevant container
- The Pickup Booking Date & Time will be updated in the Job Registration, Delivery Details tab
- An EDI Carrier Booking Confirmation event is created against the container.

CONTAINER REQUIRED DELIVERY DATE/TIME

This Event is received for FCL bookings.

On receipt of this update the following will occur:

- The Required Date & Time will be updated in the Job Registration, Container Details tab against the container
- The Required Date & Time will be updated in the Container Management screen against the container
- The event CREQ will be created in the Import Job showing the Container number as the event reference

CONTAINER DELIVERED TO CONSIGNEE

This Event is received for FCL bookings.

On receipt of this update the following will occur:

- The Delivered Date & Time will be updated in the Job Registration, Container Details tab against the container
- The Delivery Date & Time will be updated in the Container Management screen against the container
- When all the FCL containers on the job have been confirmed delivered by the Carrier a Delivered Event will be created against the job.

EMPTY CONTAINER READY FOR PICK UP
This Event is received for FCL bookings.

On receipt of this update the following will occur:

- The M/T Ready Date & Time will be updated in the Container Management screen against the container
- The event MTRP will be created in the Import Job showing the Container number as the event reference

EMPTY CONTAINER PICKED UP
This Event is received for FCL bookings.

On receipt of this update the following will occur:

- The M/T Pick up Date & Time will be updated in the Container Management screen against the container
- The event MTCN will be created in the Import Job showing the Container number as the event reference

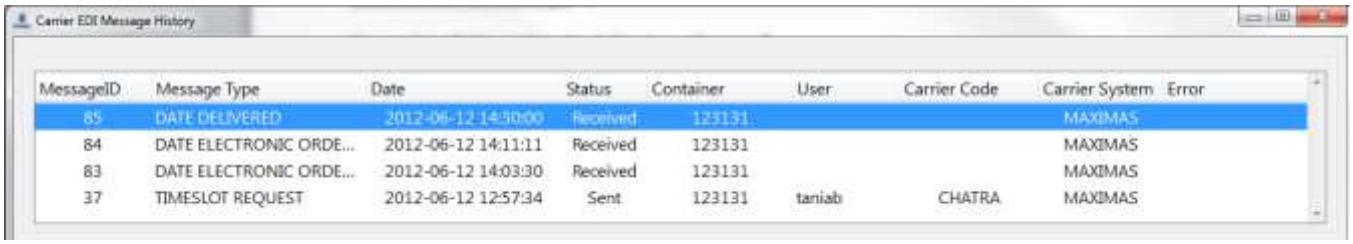
CONTAINER DEHIRED
This Event is received for FCL bookings.

On receipt of this update the following will occur:

- The Dehire Date & Time will be updated in the Job Registration, Container Details tab against the container
- The Actual Dehire Date will be updated in the Container Management screen against the container
- When all the FCL containers on the job have been confirmed dehired a Dehire event will be created against the job.

Viewing Message History and EDI Messages

The progress of messages and the history of the responses from the carriers can be viewed using the "View Carrier EDI History" option from the Options menu in the Job Registration screen.


Carrier EDI Message History
MessageID Message Type Date Status Container User Carrier Code Carrier System Error
85 DATE DELIVERED 2012-06-12 14:30:00 Received 123131 MAXIMAS
84 DATE ELECTRONIC ORDE... 2012-06-12 14:11:11 Received 123131 MAXIMAS
83 DATE ELECTRONIC ORDE... 2012-06-12 14:03:30 Received 123131 MAXIMAS
37 TIMESLOT REQUEST 2012-06-12 12:57:34 Sent 123131 taniab CHATRA MAXIMAS

This screen displays all the EDI Carrier messages corresponding to the job with the most recent message at the top. Any error message received from the Carrier will be displayed in this screen.

If you are concerned that you have not received a response from the carrier check this screen for any errors which may delay the process.

To view the original EDI messages double click on the message row to open the message in a new window.

Carrier EDI Exception Reports

Expedient provides three exception reports to warn you when transport instructions and deliveries are not going smoothly.

The reports are:

- Report to list jobs where an instruction has been sent to a Carrier and no response has been received – No Response from Carrier (CAREDIEX1)
- Report to list jobs where an instruction has been sent to a Carrier but no booking confirmation has been received – No Booking Confirmation from Carrier (CAREDIEX2)
- Report to list jobs where a delivery was due to take place but no Proof of Delivery has been received – Missing POD from Carrier (CAREDIEX3)

Please refer to the Autoreport User Manual for guidance in setting up these reports.

Appendix Q

Carrier EDI Setup

Carrier EDI Set up Information

Company Name:	
Branch:	
Information provided by:	
Contact Number:	

How often do you want to send EDI transport requests to the Carrier? *E.g. once a day, twice a day, once every hour*

	Carrier Account Information							How will the carrier send EDI updates to you?
	Carrier Code	**Name**	**Carrier Account Reference**	**Carrier Company Reference (optional)**	**Carrier Branch Reference (optional)**	**Port Code**	**Carrier System**	**Send EDI Details**
e.g. 1	*DEMCON*	*Demcon Trucking Company*	*654321*	*MEL654*	*MEL654*	*AUMEL*	*MAXIMAS*	*FTP, IP Address 168.192.10.541, Username DEMCON, Password SECRET, Directory Path /usr/DEMCON/ACMEFORWARDING/MELBOURNE*
e.g. 2	*DEMCON*	*Demcon Trucking Company*	*654321*	*SYD987*	*SYD987*	*AUSYD*	*MAXIMAS*	*FTP, IP Address 168.192.10.541, Username DEMCON, Password SECRET, Directory Path /usr/DEMCON/ACMEFORWARDING/SYDNEY*
e.g. 3	*TRANSTEST*	*Acme Transport Company*	*ACME55555*	*MEL2222222*		*AUMEL*	*Other: Carrier's own software*	*Email: edi@acme.com.au*
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								